



**BOARD OF SELECTMEN
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876**

SCOTT WILSON, CHAIRMAN
DOUGLAS W. SEARS, VICE CHAIRMAN
JAMES D. WENTWORTH, CLERK
DAVID H. GAY
TODD R. JOHNSON

TEL (978) 640-4300
FAX (978) 640-4302

**MEETING MINUTES
JANUARY 7, 2014**

Chairperson Scott Wilson called the meeting to order at 7:03 p.m. Present for the Board of Selectmen meeting were Doug Sears, Vice Chair; James Wentworth, Clerk and Board Members, David Gay and Todd Johnson. Richard Montuori, Town Manager and Attorney Charles Zaroulis were present.

Regular Business

There were no regular business items presented for the agenda tonight.

Residents

Mr. Wilson opened the hearing up to the public, no one present came forward to speak.

New Business

Steven Spencer—Disclosure by Municipal Employee

MOTION: Mr. Sears made the motion to approve the Municipal Employee Disclosure for Steven Spencer; seconded by Mr. Wentworth, and the motion carried 5 to 0.

Nichole Little—Constable Application

Mr. Montuori made not that the proper background check has been conducted.

MOTION: Mr. Sears made the motion to appoint Nichole Little to Constable for the Town of Tewksbury; seconded by Mr. Gay, and the motion carried 5 to 0.

Town Manager

110 State Street—RFP, Habitat for Humanity of Greater Lowell, Inc.

Mr. Montuori presented to the Selectmen that RFP responses have been coming in for this property. The town would like to use this house lot for affordable housing. He is not asking for a decision tonight; will wait for next meeting. Copies of the RFP responses were distributed to the Board for review. Mr. Montuori will ask for final approval at the next meeting. This is the first time the town has taken a vacant lot, which is town owned, and undertook this type of development. Town leadership wants to be sure all documents are in good order to proceed. At the last town meeting the action was taken to receive approval to sell the lot. Funds from the Tewksbury Affordable Housing Trust Fund will be used to take down the building and begin new construction. Mr. Montuori has had experience with Habitat for Humanity while he worked in Billerica, and he has had success with this organization. If Town Counsel is satisfied with the Purchase and Sale Agreement, the town will move forward with the sale within 30 days. This property will be an affordable unit in perpetuity. The board members should review and ask questions through Mr. Montuori. Mr. Zaroulis and Mr. Montuori will continue to work in the P&S.

Other business

FY15 Budget

Mr. Montuori noted the FY15 Budget is taking priority. He has been planning and meeting with his staff on the budget over the last few months. The target date for to present to the Board of Selectmen is January 29, 2014. The document should be reading for the Finance Committee to being deliberation one week after the presentation. This is a similar schedule to last year.

Fire Truck Status

Update on the fire trucks status is the Fire Chief has made an offer for 2008 and 2009 model trucks in the amount of \$330,000 and it has been accepted. The trucks will need to be brought to Tewksbury on a flat bed. The transportation cost will be approximately \$10,000 for each truck. These vehicles will also need to be retro fit for their stations. This option is still less expensive than buying new. The town will need a \$20,000 deposit with approval from Finance Committee, which is non refundable. Chief Hazel will need to travel to Texas to inspect the vehicles.

Mr. Montuori would also pursue purchasing the Wilmington truck currently being used in the amount of \$12,000 as a backup vehicle. If all activities are aligned with the budget, then he would ask for these amounts at the Annual Town Meeting. It is not possible to purchase before town meeting as the vehicles in Texas won't be off leases until June 2014. He will pursue purchasing the Wilmington truck immediately. A ladder truck purchase will need to be postponed off. It is a priority for Tewksbury to have trucks that can pass inspection. This plan will substitute two used trucks instead of one new ladder truck. The used trucks will likely last 15 to 20 years. The current Tewksbury trucks will be sold for parts.

After further inspection to the decommissioned fire trucks, it was noted the road work over the last few years has contributed to the wear and tear of the first tucks. Mr. Montuori has also received reports the DPW trucks are experiencing the same type of wear and tear. Most of the wear has been from the sand and salt. He has requested the DPW Director and the Fire Chief to research a wash bay to help with this issue. Town did appropriate funds to construct a wash bay at the Recreation Center location. Funds were borrowed a few years ago before his tenure, but the building was not constructed, and he is not sure if funds are still available. Discussions will be initiated with surrounding towns to see if there can be a regional wash bay. This idea may also work well with regionalized dispatching. The question was raised if there were existing wash bays that the vehicles could be taken to in the mean time and Mr. Montuori responded there are, but these do not service the undercarriage.

Minutes

Outstanding Minutes: October 29, 2013 (regular session); November 2, 2013 (regular session), November 4, 2013 (regular session), November 5, 2013 (regular session); November 19, 2013 (regular session); December 3, 2013 (regular session), and December 17 (regular session)

All minutes noted above with the exception of December 3, 2013 and December 17, 2013 has been previously approved by the Board of Selectmen.

Board Member Reports

James Wentworth:

- A cheering competition will be held on January 20th to raise funds for the middle school cheering team; the first fundraiser back in October raised \$7,000 and \$6,200 went to purchase cheering mats for the high school team

David Gay:

- Excited for Economic Development Committee to meet next Tuesday, January 14 at 6:00 p.m.; many new members and looking forward to new participation
- Public Events and Celebrations committee hasn't met this year yet, but are looking forward to next event

Douglas Sears:

- Monday, January 13 at 6:30 p.m. the second meeting for the Beautification Committee will take place; a good committee with many spirited ideas and now need to look at what activities to focus on and how to raise money
- On January 18, 2013 the Tewksbury Republican Town Committee will present a Common Core State Standard Informational Forum at the Tewksbury Country Club; the forum is free and will be held from 1:00-3:00 p.m.

Todd Johnson

- The Green Committee will meet on Thursday, January 9 at 5:30 p.m. at Senior Center and will continue their work on an energy efficient grant which is due at the end of March
- Economic Development Bylaw Review Committee will meet Tuesday, January 14 at the South Fire Station
- The Selectmen have received in the mail a resignation from a long standing member of the Council on Aging member Dee Kerr as she will need to relocate to be closer to her family; the Board publicly thanked Ms. Kerr for her service.

Scott Wilson:

- Bike Path Committee will meet to discuss upcoming grants and planning to schedule a deployment of a kiosks and activity trail information that currently exist in town
- Town Center Committee meeting should be scheduled soon

The next regularly scheduled Selectmen's Meeting will be held on Tuesday, January 21, 2014 at 7:00 p.m. The Budget Hearing will be scheduled for Wednesday, January 29, 2013 at 7:00 p.m.

Adjournment

MOTION: Mr. Sears made the motion for the Board to adjourn at 7:32 p.m.; Mr. Gay seconded, and the motion carried 5 to 0.

Approved by the Board of Selectmen on January 21, 2014